

MINUTES OF THE MAY 20, 2013 BOARD OF SELECTMEN'S MEETING

MEMBERS PRESENT: Chairman David Canada, Selectmen Bruno Federico and Tim Copeland, and Town Administrator Paul Deschaine.

At 7:28 pm, the Chair opened the general meeting of the Board of Selectmen.

SECRETARY'S REPORT: Mr. Copeland moved to approve the amended minutes from the regular meeting on 5/13/13. Mr. Federico seconded the motion, which passed unanimously.

TREASURER'S REPORT: Kevin Peck reported that there is \$2,179,123.59 in the general checking account.

NEW BUSINESS:

Members of the Newfields Board of Selectmen, Tom Hayward and James Thompson, were present at the meeting to discuss the possible regionalization of the Newfields and Stratham Police Departments. Mr. Hayward stated that he has been interested in looking into the possibility of regionalization of the police force whereby Newfields would do away with their police force and Stratham would pick up covering Newfields. He stated that there is a large group of people in Newfields whom he has spoken to who are very receptive to the idea and looking into it further. Mr. Thompson stated that the other option is for Newfields to build a new police facility, and also start 24-hour policing at a significant cost. Mr. Canada stated that Stratham would like to have two-person 24-hour coverage and this would really fit in with covering Newfields. The group acknowledged that any arrangement would be a consolidation of the Newfields force into the Stratham Police Department, under the control of the Stratham Board, as opposed to a co-op type arrangement. The Stratham Selectmen agreed that this would be worth looking into further and will have Chief Scippa put together a program and the costs involved. Chief Reed from Newfields was also present at the meeting and stated he would be happy to sit down with Chief Scippa to discuss what's involved in more detail.

The group then discussed possible synergies regarding sewer and water between the two towns. Ray Buxton and Cathy Nelson Smith from the Newfields Water & Sewer District Commission were present to discuss this matter. Mr. Buxton explained to the Board that the State is conducting a study for Newfields to see if they can use their existing sewer system rather than build a new plant. After some discussion it was decided that as of this time, each town has different needs.

The group agreed to keep the lines of communication open and discuss the possibility of other cooperative opportunities in the future.

Library Director Lesley Kimball was present at the meeting to discuss the Library's goals for the year. She stated they have been working on updating their strategic plan. She stated that four important areas are 1) community outreach, 2) managing the collections, specifically to increase use of each item and increase the use of museum passes and electronic resources, 3) technology, including the continued use of the Town website to communicate with residents and also grow

the mobile use of the website. 4) personnel development, including training and retention. As part of the technological improvements, Ms. Kimball stated they are looking into a product where card holders can access different movies, and also looking into downloadable music and having magazine subscriptions available online. Ms. Kimball stated there are currently about 4,000 active library cards in the system. She also stated that they try to take advantage of as much training as possible for staff members and also keeping up to date on staff evaluations. The group then discussed archiving information on the Town's website.

DEPARTMENT REPORTS:

BUILDING/CODE ENFORCEMENT: Terry Barnes was present at the meeting to update the Board on the current status of ongoing building inspections/issues, and applications before the Board of Adjustment.

Mr. Barnes stated that one of the goals for his Department this year is to continue to work with Avitar to put permit applications on the website with the fees listed.

Mr. Barnes stated that Michael Moreau still has not paid his bill. Mr. Deschaine stated he has not had a chance to look into the tax lien process on this matter as of yet.

Mr. Barnes stated he is going to use vacation time this Thursday and Friday, and also on May 31st and on June 3rd.

PLANNING: Town Planner Lincoln Daley updated the Board on current and future Planning Board applications and projects.

Mr. Daley stated the Town Center Revitalization Committee (TCRC) met to discuss various financial tools to promote growth in the Town Center area. This included the examination of a TIF District and/or a redevelopment zone in the District itself. The Committee is also working on event planning and also trying to further the banner program. The group discussed the status of the remaining Town Center sign dispute with Sign Of The Times. Mr. Canada stated the next step is going to Court mediation in July. Mr. Daley stated he may have an interested candidate to serve on the TCRC.

Mr. Daley stated the Economic Development Committee meeting has been postponed to June 18th. They were hoping to meet with a restaurant chain that fits the vision of the Town Center, but the meeting was not scheduled in time.

Mr. Daley stated the Planning Board Stormwater Subcommittee will reconvene to discuss regional stormwater regulations that have been developed.

Mr. Daley then presented goals for his Department this year. He stated one goal is to better communicate with the public and improve efficiencies within the Department. He stated they are also looking into creating new applications to address the changes to the Zoning Ordinance. Mr. Daley stated his Department will be working on the Master Plan and its potential revision adoption in 2014. His Department is also looking into having Avitar work as a mobile system

as stated earlier by Mr. Barnes. The group discussed the possibility of having the Police Department have mobile access to Avitar as well. Mr. Daley will look into it further. Mr. Daley stated he continues to work with Mr. Barnes on the third party review process for the Building Department fee structure.

Mr. Daley discussed his work on tracking Offsite Improvement Funds and Performance Bonds.

POLICE DEPARTMENT: Chief John Scippa was present at the meeting to discuss his Department's goals. He stated one goal is to review and re-issue the Standard Operating Procedures. He stated it is important that the SOP's are reviewed periodically in order to keep them up to date. The group discussed posting the SOP's on the Police Department website. Mr. Scippa stated he would be very hesitant to do that.

Mr. Scippa stated that a second goal is to complete several information technology projects. Some of those projects include procuring and installing the IMC software for cross-agency participation, procuring and installing a new firewall to support that cross-agency project, and procuring and installing a new wireless connection so officers can download and upload files to their Mobile Data Terminals.

Mr. Scippa stated a third goal is to work with the Fire Department, Emergency Management and Highway to complete a written multi-agency response plan to develop responses to large scale incidents, particularly at the two schools in Town.

MEETINGS: The Chair then reviewed the meetings scheduled for the coming week and reviewed the meetings held this past week.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

The following Park permits and Municipal Center rentals were discussed and acted upon:

Mary Petroski re-submitted her previously approved reservation to request the fee be waived. Mr. Copeland moved to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

Ben Harms requested the use of the Park on May 27, 2013 for a squadron picnic. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Picca McDonough requested the use of the Park on August 18, 2013 for a birthday party. The request was approved.

Timothy Copeland requested the use of the Park on June 29, 2013 for a family barbecue. Mr. Canada moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Dan Crow requested the use of the Firehouse on July 28, 2013 for a baby shower. Mr. Federico moved to approve the use and to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

ADMINISTRATION:

Mr. Deschaine stated he has nothing to report to the Board this evening.

Mr. Canada circulated a draft newsletter to be sent out to residents.

The Board discussed who should develop the septic pumping schedule. All agreed that Highway Agent Colin Lavery will maintain the schedule.

At 10:03 pm, Mr. Canada moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

There will be no meeting next Monday, May 27th, due to the Memorial Day holiday.

Respectfully submitted,

Stacey J. Grella
Executive Assistant